

South Oxfordshire District Council

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

COMMUNITY GOVERNANCE REVIEW OF KIDMORE END PARISH COUNCIL

TERMS OF REFERENCE

Introduction

The council's Community Governance and Electoral Issues Committee ("the committee") has agreed to undertake a community governance review (CGR) pursuant to Part 4, Chapter 3 of the Local Government and Public Involvement in Health Act 2007 of part of the district of South Oxfordshire, namely Kidmore End Parish Council. The 2007 Act vested powers in the council to undertake such a review and the council has delegated those powers to the committee.

The committee will undertake the review in accordance with the guidance on community governance reviews issued by the Department of Communities and Local Government and the Local Government Boundary Commission for England (LGBCE) in March 2010 ("the guidance").

Proposal for consideration

The committee proposes to consider the following parish matters:

CGR reference	Parish/Area	Matters to be considered
CGR_E	Kidmore End	A review of the number of parish councillors

Assessment criteria

The factors that the council will take into account in making decisions are as follows:

- natural or man-made boundaries that help to define clearly one community from another
- effective and convenient representation of local residents at parish level
- views expressed in relation to any changes, particularly from those people directly affected
- the extent to which proposals reflect the identities and interests of the affected community
- the size and population of the local community

Why is the Council undertaking the review?

The guidance states that it is good practice for principal councils (in this context that means this council) to undertake CGRs every 10-15 years. The council completed a review of the whole district in 2014. However, since that time, Kidmore End Parish Council has asked the

council to conduct a further review with a view to reducing the number of parish councillors from 12 to 10. The committee has agreed to carry out this review.

Consultation

The committee will consult formally on the review.

Timetable

The 2007 Act requires the council to complete a CGR within 12 months of the date of publication of terms of reference. The proposed timetable complies with the legal requirement.

Action	Completion Date
Publication of terms of reference	April 2017
Consultation commences	April 2017
Consultation closes	30 June 2017
Committee agrees draft proposals for consultation	July 2017
Further consultation commences	September 2017
Further consultation closes	30 November 2017
Committee agrees whether to make changes	March 2018

How to make comments

Please submit any comments via email to steven.corrigan@southandvale.gov.uk
The council does not require a hard copy of any submission. For those without access to email please send any submission to:

CGR
South Oxfordshire District Council
Legal and Democratic Services
135 Eastern Avenue
Milton Park
Milton
OX14 4SB

Should you require any further information or need clarification on the review process, please contact:

Steven Corrigan
Democratic Services Manager
Telephone: 01235 422526
Email: steven.corrigan@southandvale.gov.uk